

IR-2011

MEMORANDUM FOR: Director of Planning, Programming and Budgeting

ATTENTION : Chief, Budget Division

SUBJECT : Budgeting Policy for External Language Training  
[REDACTED]

25X1A

1. As a general rule, the Office of Training budgets for "common concern" external training courses, primarily the Training Selection Board courses and DOD Scientific and Weapons courses. In the past, it also covered to a varying extent [REDACTED] external language training. The last budget call, however, excluded all external language training from the list of items budgeted by OTR.

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2. In FY 1968, the cost of external language training [REDACTED] was \$126,000 of which \$109,000 was charged to OTR. In the FY 1969 Budget, OTR has \$70,000 for this purpose, while requirements are expected to be \$200,000 - the difference presumably to be charged to Offices or reprogrammed into OTR's budget. The current 1970 Budget includes \$165,000 for [REDACTED] external language training.

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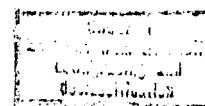
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3. OTR has difficulty in estimating the type and extent of external language training requirements. It has further difficulty in funding these requirements, since they are prime targets for reduction. There is no really equitable way of distributing the funds provided. We propose, therefore, that OTR discontinue budgeting for [REDACTED] external language training, the responsibility being assumed by the various components in line with the budgeting of other external training. We believe this policy change will promote the Program concept in budgeting.

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4. OTR will continue to stand by its internal training commitments and to provide maximum guidance and assistance to interested components in arranging for external training. Details can be worked out subject to the approval of the recommended policy "change."

WILLIAM L. BANNERMAN  
R. L. Bannerman  
Deputy Director  
for Support



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DD/S 68-5006

3 OCT 1968

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Budgeting for External Language Training

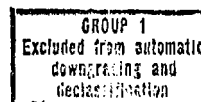
1. This memorandum contains a recommendation for your approval in paragraph six.

25X1C 2. Budgeting for external training by the Office of Training is based upon a policy that courses are of common concern -- that is, that the course applicants emanate from many Agency offices and divisions rather than a single component. Within this policy the major areas of external training financed by OTR have been Training Selection Board courses, Department of Defense scientific and weapons courses and external language training (plus a few other courses) studied [REDACTED]. We have never budgeted for external language training at private facilities.

25X1C 3. Our budgeting for external language training [REDACTED] is by tradition rather than charter. Items listed by PPB in calling for the Annual Office Estimates exclude all external language training. In past years, the amount of this training and the money spent for it has been small. More recently, emphasis on language training has caused the amount of training and the costs to increase considerably. During Fiscal Year 1968, 80 Agency employees studied 27 languages at 11 different domestic facilities -- both governmental and non-governmental. Cost of this training [REDACTED] was \$50,000 for domestic programs and \$76,000 for foreign programs. This latter amount excludes travel expenses funded by the sponsoring offices. Of the total \$126,000, OTR had funds to pay for only \$109,000. In FY 1969, estimated costs for [REDACTED] language training will approximate \$200,000. To accommodate these expenses, OTR will have approximately \$70,000.

25X1C 4. Training Selection Board courses and weapons courses have always received first priority on funds available for external training. During FY 1968, as money available for [REDACTED] language training decreased, the components concerned were notified they would be required to pay for some of this training. Affected components have complied with this request.

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5. Because of a multiplicity of factors, it is difficult for OTR to estimate accurately the type and extent of external language training requirements. These estimates are best done by the individual components. Even with accurate estimates, it is unlikely that OTR will have sufficient funds available in the future to budget for such training. This could result in sponsoring components competing for OTR monies and OTR faced with decisions for distribution, i. e., first come-first served, or some other inequitable form of apportionment, probably none of which would be satisfactory to OTR or popular with interested components.

6. It is recommended that you permit OTR to discontinue budgeting for FSI external language training effective at the earliest possible date. OTR will then provide maximum guidance to interested components relative to internal vs. external language training capabilities. In addition, OTR will make every effort to stand by its internal training commitments to avoid unanticipated payments for external language training by components. This approval will result in FY 1969 savings in the OTR external training budget of \$70,000 and \$165,000 listed in the FY 1970 Office Estimate.

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John Richardson  
Director of Training

See Memo dtd 13 Nov 68 for D/PPB fr  
APPROVED: DD/S, same subject

R. L. Bannerman  
Deputy Director  
for Support

                      
Date

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